



DRAFT

Minutes

Executive Evaluation and Governance Committee
Thursday, October 18, 2007
10:30 a.m.

Commonwealth Enterprise Solutions Center
Chesterfield Conference Room
11751 Meadowville Lane, Chester VA 23836

Members Present

Dr. Mary Guy Miller, Chair
Hiram Johnson
Kenneth Johnson

Members Absent

Jim McGuirk

Others Present

Carrie Nee, for John Westrick, ITIB counsel
Lem Stewart, CIO
Walter Kucharski, ITIB Member
Secretary Aneesh Chopra, ITIB Member

Call to Order

Dr. Miller, Chair, called the meeting of the Information Technology Investment Board Executive Evaluation and Governance Committee to order at 10:40 p.m., welcomed all and asked Ms. Ward to call the role. All members except one (Mr. Jim McGuirk) were present. There was a quorum.

Approval of Minutes

Dr. Miller presented the minutes of the July 18, 2007, Executive Evaluation and Governance Committee meeting.

A motion was made by Mr. Hiram Johnson and seconded by Mr. Kenneth Johnson to approve the minutes as presented.

All voted in the affirmative.

2007-08 CIO Objectives

The CIO briefed the Committee on the status of the 22 initiatives noting that there is one blue this time; 13 green this time and 6 yellow with one initiative being recommended to be cancelled. Mr. Stewart discussed the blue initiative and each yellow initiative as well as

the initiative recommended to be cancelled. Mr. Stewart particularly highlighted initiative A.3 - Development of an IT Security Audit Guideline as the date had changed from September 2007 to December, 2007 and the initiative recommended for cancellation due to budget reductions, D.3 -Pilot the next phase of the Commonwealth IT Investment Portfolio Application. Dr. Miller asked if the Security Audit Guideline was close to being ready for the comment period and Mr. Stewart stated that it was. The Committee discussed the ratings and changes and agreed to accept them as provided. Secretary Chopra asked why one of the three primary objectives provided on the Virginia Performs website – 90% customer satisfaction rating was not included in the initiatives. Dr. Miller explained the timing of the current initiatives as having been agreed to last February. Mr. Kenneth Johnson and Dr. Miller agreed that such areas should be considered as future CIO Objectives are established. Mr. Kenneth Johnson discussed the potential for a 360 evaluation and Dr. Miller agreed there are many strategies to gather data yet one must first decide what is being measured such as effectiveness of VITA versus effectiveness of the CIO.

CIO Evaluation (including closed session)

Dr. Miller then made the following motion at 11:20 a.m.:

I move that the Executive Evaluation and Governance Committee convene a closed meeting pursuant to the Code of Virginia §§ 2.2-3711.A.1 for the purpose of discussing the performance and compensation of the Chief Information Officer of the Commonwealth and pursuant to the Code of Virginia §§ 2.2-3711.A.7, for the purpose of consulting with legal counsel regarding employee compensation rules and regarding rules for conduct of the meeting. Counsel and ITIB members should attend the closed meeting, as their attendance will aid our discussion.

Mr. Kenneth Johnson seconded the motion. Ms. Ward took a roll call vote; Mr. Hiram Johnson, Mr. Kenneth Johnson, Mr. Kucharski, Secretary Chopra and Dr. Miller each voted in the affirmative.

CIO Compensation (Open Session)

At 12:31 p.m. Dr. Miller made the following motion:

The Executive Evaluation and Governance Committee is now reconvened in open session having completed a closed meeting. I will now conduct a roll call and ask each member to certify, to the best of his or her knowledge, that only public business matters lawfully exempt from open meeting requirements under the Freedom of Information Act and only those public business matters identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting.

Dr. Miller took a roll call vote; Mr. Hiram Johnson, Mr. Kenneth Johnson, Mr. Kucharski, Secretary Chopra and Dr. Miller each voted in the affirmative.

Dr. Miller then made the following motion:

I move that, in accordance with the ITIB CIO Evaluation Policies and Procedures, and based on the CIO's performance for the period February, 2007 – September, 2007, the Executive Evaluation and Governance Committee recommend that the ITIB approve certification to the Department of Human Resource Management that the CIO is performing at levels at least comparable to the rating of Contributor as used in the classified employee evaluation system.

Mr. Hiram Johnson seconded the motion; Mr. Hiram Johnson, Mr. Kenneth Johnson, and Dr. Miller each voted in the affirmative. The motion carried unanimously.

Other Business

None

Public Comment

None

Adjourn

There being no further business, the committee meeting adjourned at 12:36 p.m.